### **DEPARTMENT OF CORRECTION**

PURCHASING DEPARTMENT 24 Wolcott Hill Road Wethersfield, CT 06109

# INVITATION TO BID

SPECIFICATIONS & BID DOCUMENTS ATTACHED

BID NO: 090310B BID OPENING DATE & TIME: 12/06/2010 @ 2:00 PM

PURCHASING CONTACT: Michael McGuinness PHONE #: 860-692-7851

BID CLASS/SUB-CLASS & DESCRIPTION: **0040-024 – New Haven CC Provide and Install-Bathroom Partitions** 

MANDATORY SITE INSPECTION: Tuesday, 11/30/2010 10:00 am. PLEASE NOTE: Late arrivals of more than 15 minutes will not be admitted.

Bidders who do not attend mandatory site inspection shall have their bids automatically disqualified.

RETURN BID TO: Department of Correction

24 Wolcott Hill Road Wethersfield, CT 06109

ATTN: Michael McGuinness

*Or FAX TO:* **860-692-6869** 

OR E-MAIL TO: Michael.McGuinness@po.state.ct.us

#### **NOTES:**

BIDS CANNOT BE ACCEPTED AFTER SPECIFIED BID OPENING TIME. VENDORS WILL NOT BE ADMITTED TO STATE BUILDINGS WITHOUT A VALID PHOTO I.D.

# STATE OF CONNECTICUT DEPARTMENT OF CORRECTION

### **BIDDER'S CHECKLIST**

THIS FORM IS NOT TO BE RETURNED WITH YOUR BID. HOWEVERS, IT IS SUGGESTED THAT YOU REVIEW AND CHECK OFF EACH ACTION AS YOU COMPLETE IT.

- > The Bid Proposal must be signed by a duly authorized representative of the company (unsigned bids are automatically rejected) and the Proposal Schedule must be included with your bid.
- > The bid prices you have offered have been reviewed and verified.
- > The price extensions and totals have been checked. (In case of discrepancy between unit prices and total prices, the <u>unit</u> price will govern the bid evaluation).
- > Any errors, alterations, corrections or erasures to unit prices, total prices, etc. Must be initialed by the person who signs the bid proposal or his designee. Such change made and not initialed means automatic rejection of bid.
- The payment terms are <u>NET 45 Days</u>. Net Terms for periods less than 45 days (Ex. Net 30) may result in bid rejection. (You may offer cash discounts for prompt payment.) *Exception:* State of CT Small Business Set-Aside bids payment terms shall be in accordance with CGS 32-09h.
- > Any technical or descriptive literature, drawing or bid samples that are required have been included with the bid.
- > The delivery information block has been completed. (Be specific: In most cases, "as ordered" or "as required" is not complete information.)
- Any addenda to the bid have been signed and included.
- > The bid is mailed, e-mailed, faxed or hand-delivered in time to be received <u>no later than</u> the designated opening date and time. Late bids are not accepted under any circumstances. Please allow enough time if mailing in your bid.
- > Read, sign and return the Department of Correction's Security Regulations for Contract Forces form (3 pages) with your Bid Proposal.
- > All CHRO forms (4 pages) must be completed entirely regardless of the number of employees, even if the company is family owned and/or operated and must be submitted with each bid or bid may be rejected.
- Complete, sign and notarize the OSHA CERTIFICATE OF COMPLIANCE form.
- > Complete and sign the BIDDER'S STATEMENT OF QUALIFICATIONS.
- > MAKE SURE TO INCLUDE THE ORIGINAL PROPOSAL SCHEDULE PAGE.
- > VENDOR'S NAMES MUST APPEAR ON ALL PROPOSAL SCHEDULES.
- > VERIFY THE FOLLOWING FORMS ARE INCLUDED IN YOUR BID PACKAGE
  - ➤ BID PROPOSAL 2 PAGES / COMPLETE AND SIGN
  - > SECURITY REGULATIONS 2 PAGES / REVIEW AND SIGN
  - > BIDDER'S STATEMENT OF QUALIFICATIONS 2 PAGES / COMPLETE AND SIGN
  - > OSHA CERTIFICATE OF COMPLIANCE COMPLETE, SIGN AND NOTARIZE
  - CHRO FORMS 4 PAGES / COMPLETE AND SIGN
  - ➤ NONDESCRIMINATION CERTIFICATION FORM A FOR INDIVIDUALS 1 PAGE - COMPLETE AND SIGN - **OR** NONDESCRIMINATION CERTIFICATION FORM B - FOR ENTITIES - 1 PAGE

➤ COMPLETE AND SIGN PROPOSAL SCHEDULE - COMPLETE AND SIGN

# DEPARTMENT OF CORRECTION PURCHASING DEPARTMENT

24 Wolcott Hill Road Wethersfield, CT 06109

### **BID PROPOSAL**

Page 1 of 2

Bid No:	Bid Opening Date:	Bid Opening Time:
090310B	December 6, 2010	2:00 PM

Note: Bidder means Individual/Sole Proprietor, Partnership or Corporation name.

IMPORTANT: Both pages of this form, Sections 1 through 3 must be completed, signed and returned by the bidder as part of the bid package. Failure to submit both pages constitutes grounds for rejection of your bid.

#### Section 1 of 3 - **BIDDER INFORMATION**

COMPLETE BIDDER NAME (TRADE NAME, DOING BUSINESS AS)	SSN OR FEIN NUMBER
BIDDER ADDRESS STREET CITY	STATE ZIP CODE
CONTACT NAME (TYPED OR PRINTED) PHONE NUMBER (INCLUDE TOLL-FREE NUMBERS)	FAX NUMBER
SIGNATURE OF PERSON AUTHORIZED TO SIGN BIDS ON BEHALF OF THE ABOVE NAMED BIDDER	DATE
TYPE OR PRINT NAME OF AUTHORIZED PERSON  TITLE O	F AUTHORIZED PERSON
BIDDER E-MAIL ADDRESS  BIDDER WEB SITE	
IS YOUR BUSINESS A:PROPRIETORSHIP (INDIVIDUAL)PARTNERSHIP ORCORPORATION? (TY)	YPE OF CORPORATION
IS YOUR BUSINESS <b>CURRENTLY</b> A DAS <i>CERTIFIED</i> SMALL BUSINESS ENTERPRISE? YES (ATTACH CER_NO	RTIFICATE COPY TO BID)
IF YOUR BUSINESS IS A $\it Partnership$ , you $\it must$ attach the names and titles of all partners treturned.	TO THIS BID WHEN
IF YOUR BUSINESS IS A <b>CORPORATION</b> , IN WHICH STATE ARE YOU INCORPORATED?	
IS YOU ARE A <b>STATE EMPLOYEE</b> , INDICATE YOUR POSITION, AGENCY NAME & ADDRESS:	
IS YOUR BUSINESS REPORTABLE TO THE IRS? YESNO IF YES, A 1099/W2 WILL BE MAILED TO	YOU AT YEAR-END.
REMITTANCE INFORMATION: IN THIS BOX, INDICATE THE REMITTANCE ADDRESS OF YOUR BUSINESS IF D	EFFERENT FROM ABOVE.

### DEPARTMENT OF CORRECTION

## PURCHASING DEPARTMENT 24 Wolcott Hill Road Wethersfield, CT 06109

### **BID PROPOSAL**

Page 2 of 2

Bid No: 090310B

#### Section 2 of 3 - IMPORTANT INFORMATION FOR BIDDERS

#### AFFIRMATION OF BIDDER: The undersigned bidder affirms and declares:

- 1. That this proposal is executed and signed by said bidder with full knowledge and acceptance of the provisions of the STANDARD BID AND CONTRACT TERMS AND CONDITIONS (3 pages) of current issue and in effect on the date of bid issue. The form Standard Bid and Contract Terms and Conditions are made a part of the contract.
- 2. That should any part of this proposal be accepted in writing by the Department of Correction within thirty (30) calendar days from the date of bid opening unless an earlier date for acceptance is specified by bidder in proposal schedule, said bidder will furnish and deliver the commodities and/or service for which this proposal is made, in the quantities and at the prices bid, and in compliance with the provisions of the STANDARD BID AND CONTRACT TERMS AND CONDITIONS, SECURITY REGULATIONS AND PROPOSAL SCHEDULE. Should award of any part of this proposal be delayed beyond the period of thirty (30) days of an earlier date specified by the bidder in proposal schedule, such award shall be conditioned upon bidder's acceptance.
- 3. Acceptance of the conditions set forth herein, agreement in strict accordance therewith, and will furnish and deliver the commodities and/or services to the Department of Correction named in the PROPOSAL SCHEDULE at the prices bid therein.
- 4. Should the Department of Correction determine that bidder has not completed Section 3 Bidder Debarment and/or Suspension included as part of this document, then such determination may be just cause for disqualification from the evaluation of this bid.

#### Section 3 of 3 - BIDDER DEBARMENT AND/OR SUSPENSION

The undersigned bidder further affirms and declares that neither the bidder and/or any company official nor any subcontractor to the bidder and/or any company official has received any notices of debarment and/or suspension from contracting with the State of Connecticut or the Federal Government.

Yes No
The undersigned bidder further affirms and declares that neither the bidder and/or any company official nor any subcontractor to the bidder and/or any company official has received any notices of debarment and/or suspension from contracting with other states within the United States.
Yes No

If the undersigned bidder and/or company official or any subcontractor to the bidder and/or any company official has received notices of debarment and/or suspension with the State of Connecticut, other states within the United States or Federal Government, said notices must be attached to this document when submitting this proposal.

Nulliber of flotices attached	Number	of notices	attached	
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SIGNATURE OF AUTHORIZED PERSON IN SECTION 1, CONSTITUTES AGREEMENT WITH ALL PROCEDURES INDICATED ABOVE.

# DEPARTMENT OF CORRECTION PURCHASING DEPARTMENT

# STANDARD BID AND CONTRACT TERMS AND CONDITIONS Page

All Invitations For Bids issued by the awarding agency of the State of Connecticut will bind Bidders to the terms and conditions listed below, unless specified otherwise in any individual Invitation For Bids.

Incorporated by reference into this contract are applicable provisions of the Connecticut General Statutes including but not limited to Sections 4a-50 through 4a-80 and applicable provisions of the Regulations of Connecticut State Agencies including but not limited to Sections 4a-52-1 through 4a-52-30.

The contractor agrees to comply with the statutes and regulations as they exist on the date of this contract and as they may be adopted or amended from time to time during the term of this contract and any amendments thereto.

#### Submission of Bids

Bids must be submitted on forms supplied by the awarding state agency or as otherwise specified.

- 1. The time and date bids are due is given in each bid issued. Bids received after the specified time and date shall not be considered
- 2. Incomplete bid forms may result in the rejection of the bid. Amendments to bids received by the awarding state agency after the time specified for opening of bids shall not be considered. The original proposal schedule shall be returned to the awarding state agency. Bids shall be computer prepared, typewritten or handwritten in ink. Bids submitted in pencil shall be rejected. All bids shall be signed by a person duly authorized to sign bids on behalf of the bidder. Unsigned bids shall be rejected. The person signing the bid proposal or their authorized designee must initial errors, alterations or corrections on the original proposal schedule. In the event an authorized designee initials the correction, there must be written authorization from the person signing the bid proposal to the person initialing the erasure, alterations, or correction. Failure to do so shall result in rejection of bid for those items erased, altered or corrected and not initialed.
- 3. Conditional bids are subject to rejection in whole or in part. A conditional bid is defined as one which limits, modifies, expands or supplements any of the terms and conditions and/or specifications of the invitation for bids.
- 4. Alternate bids will not be considered. An alternate bid is defined as one which is submitted in addition to the bidders primary response to the invitation for bids.
- 5. Prices should be extended in decimal, not fraction, to be net, and shall include transportation and delivery charges fully prepaid by the Contractor to the destination specified in the bid, and subject only to cash discount.
- 6. Pursuant to Section 12-412 of the Connecticut General Statutes, the State of Connecticut is exempt from the payment of excise, transportation and sales taxes imposed by the Federal Government and/or the State. Such taxes must not be included in bid prices.
- 7. In the event of a discrepancy between the unit price and the extension, the unit price shall govern.
- 8. By its submission the Bidder represents that the bid is not made in connection with any other Bidder submitting a bid for the same commodity or commodities and is in all respects fair and without collusion or fraud.

#### **Guaranty or Surety**

9. Bid and or performance bonds may be required. Bonds must meet the following requirements: Corporation - must be signed by an official of the corporation above their official title and the corporate seal must be affixed over the signature; Firm or Partnership - must be signed by all the partners and indicate they are "doing business as"; Individual - must be signed by the owner and indicated as "Owner". The surety company executing the bond or countersigning must be licensed in Connecticut and the bond must be signed by an official of the surety company with the corporate seal affixed over their signature. Signatures of two witnesses for both the principal and the surety must appear on the bond. Power of attorney for the official signing the bond for the surety company must be submitted with the bond.

#### Samples

- 10. Accepted bid samples do not supersede specifications for quality unless sample is superior in quality. All deliveries shall have at least the same quality as the accepted bid sample.
- 11. Samples are furnished free of charge. Bidder must indicate if their return is desired, provided they have not been made useless by test. Samples may be held for comparison with deliveries.

#### Award

12. Award will be based on quality of the articles or services to be supplied, their conformance with specifications, delivery terms, price, administrative costs, past performance, and financial responsibility.

- 13. Procurement Services or the awarding state agency may reject any bidder in default of any prior contract or guilty of misrepresentation or any bidder with a member of its firm in default or guilty of misrepresentation.
- 14. The awarding state agency may correct inaccurate awards resulting from clerical or administrative errors.

# DEPARTMENT OF CORRECTION PURCHASING DEPARTMENT

# STANDARD BID AND CONTRACT TERMS AND CONDITIONS Page 2 of 3

#### Contract

- 15. The existence of the contract shall be determined in accordance with the requirements set forth above. However, the award of the contract is not an order to ship.
- 16. The Contractor shall not assign or otherwise dispose of their contract or their right, title or interest, or their power to execute such contract to any other person, firm or corporation without the prior written consent of the Department of Administrative Services and the awarding state agency.
- 17. Bidders have ten days after notice of award to refuse acceptance of the award; after ten days the award will be binding on the Contractor. If the Contractor refuses to accept the award within the ten-day period, the award will be made to the next lowest responsible qualified bidder.
- 18. Failure of a Contractor to deliver commodities or perform services as specified will constitute authority for the awarding state agency to purchase these commodities or services on the open market. The Contractor agrees to promptly reimburse the State for excess cost of these purchases. The purchases will be deducted from the contracted quantities.
- 19. Rejected commodities must be removed by the Contractor from State premises within 48 hours. Immediate removal may be required when safety or health issues are present.
- 20. Contractor agrees to: hold the State harmless from liability of any kind for the use of any copyright or uncopyrighted composition, secret process, patented or unpatented invention furnished or used in the performance of the contract; guarantee their products against defective material or workmanship; repair damages of any kind, for which they are responsible to the premises or equipment, to their own work or to the work of other contractors; obtain and pay for all licenses, permits, fees etc. and to give all notices and comply with all requirements of city or town in which the service is to be provided and to the State of Connecticut; to carry proper insurance to protect the State from loss
- 21. Notwithstanding any provision or language in this contract to the contrary, the Commissioner of Administrative Services or the Commissioner of the awarding state agency may terminate this contract whenever he/she determines in his/her sole discretion that such termination is in the best interests of the State. Any such termination shall be effected by delivery to the Contractor of a written notice of termination. The notice of termination shall be sent by registered mail to the Contractor address furnished to the State for purposes of correspondence or by hand delivery. Upon receipt of such notice, the Contractor shall both immediately discontinue all services affected (unless the notice directs otherwise) and deliver to the State all data, drawings, specifications, reports, estimates, sumaries, and such other information and materials as may have been accumulated by the Contractor in performing his duties under this contract, whether completed or in progress. All such documents, information, and materials shall become the property of the State. In the event of such termination, the Contractor shall be entitled to reasonable compensation as determined by the Commissioner of the Department of Administrative Services or the Commissioner of the awarding state agency, however, no compensation for lost profits shall be allowed.

#### Delivery

- 22. All products and equipment delivered must be new unless otherwise stated in the bid specifications.
- 23. Delivery will be onto the specified State loading docks by the Contractor unless otherwise stated in the bid specifications.
- 24. Deliveries are subject to re-weighing on State sealed scales.
- 25. Payment terms are net 45 days after receipt of goods or invoice, whichever is later, unless otherwise specified.
- 26. Charges against a Contractor shall be deducted from current obligations. Money paid to the State by the Contractor shall be payable to the Treasurer, State of Connecticut.

#### Saving Clause

27. The Contractor shall not be liable for losses or delays in the fulfillment of the terms of the contract due to wars, acts of public enemies, strikes, fires, floods, acts of God or any other acts not within the control of or reasonably prevented by the Contractor. The Contractor will give written notice of the cause and probable duration of any such delay.

#### Advertising

28. Contractors may not reference sales to the State for advertising and promotional purposes without the prior approval of the Department of Administrative Services, Procurement Services.

#### Rights

29. The State has sole and exclusive right and title to all printed material produced for the State and the contractor shall not copyright the printed matter produced under the contract.

30. The Contractor assigns to the State all rights title and interests in and to all causes of action it may have under Section 4 of the Clayton Act, 15 USC 15, or under Chapter 624 of the general statutes. This assignment occurs when the Contractor is awarded the contract.

# STATE OF CONNECTICUT DEPARTMENT OF CORRECTION PURCHASING DEPARTMENT

# STANDARD BID AND CONTRACT TERMS AND CONDITIONS Page 3 of 3

- 31. Contractor agrees that it is in compliance with all applicable federal, state and local laws and regulations, including but not limited to Connecticut General Statutes Sections 4a-60 and 4a-60a. The Contractor also agrees that it will hold the State harmless and indemnify the State from any action which may arise out of any act by the contractor concerning lack of compliance with these laws and regulations.
- 32. All purchases will be in compliance with Section 22a-194 to Section 22a-194g of the Connecticut General Statutes related to product packaging This contract is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill promulgated June 16, 1971, the provisions of Executive Order No. Seventeen of Governor Thomas J. Meskill promulgated February 15, 1973 and section 16 of P.A. 91-58 nondiscrimination regarding sexual orientation, and the provisions of Executive Order No. Sixteen of Governor John G. Rowland promulgated August 4, 1999 regarding Violence in the Workplace Prevention Policy.

Incorporated by reference into this contract is Section 4-61dd(g)(1) and 4-61dd(3) and (f) of the Connecticut General Statutes which prohibits contractors from taking adverse action against employees who disclosed information to the Auditors of Public Accounts or the Attorney General.

Contractor(s) shall be required to complete and sign "State of Connecticut Contract for General Letter Purchases" form upon award of bid.

# STATE OF CONNECTICUT DEPARTMENT OF CORRECTION

### **SECURITY REGULATIONS (Page 1 of 2)**

Revised 10/20/10

#### **Facility Admittance**

- 1. Due to the location and nature of the work, the contractors shall be required to issue identification badges to each of their employees. These badges shall be worn in plain sight at all times within the confines of the Correctional Facility.
- 2. All bidders and contracted personnel shall provide the Facility Maintenance Supervisor, a signed release form for each employee at least 10 business days in advance, to provide time for a background check to confirm their eligibility to be admitted on site. Information to be included on the form:
  - a. Name
  - b. Date of Birth
  - c. Social Security Number
  - d. Driver's License Number
  - e. Physical Characteristics (i.e. age, height, weight, etc.)

#### Official Working Rules

The following are a list of Official Working Rules submitted by the Department of Correction which the Contractor shall be obligated to follow.

- No verbal or personal contact with any inmates.
- All workmen will work under the observation of an assigned correctional officer or supervisor who will check them
  in and out.
- Equipment will be checked daily and, when not in use, locked in a secure place as the facility officials may direct.
- · Hacksaws, blades, and files will remain in the custody of the officer assigned, except when actually being used.
- The correctional officials reserve the right to refuse admittance to any workman for any cause the correctional
  officials deem sufficient.
- In the event of any emergency, all outside workmen will be escorted outside the facility by the correctional official.
- All questions pertaining to interruptions of service or to safety of the facility, will be taken up with the appropriate correctional official.
- Work at the facility shall be carried on during the time between 8:00 a.m. and 12:00 Noon and between 12:30 p.m. and 4:30 p.m., the maximum allowable working day being 8 hours. No work shall be carried on at the facility on any Saturday, Sunday or Holiday, unless there is an emergency requirement.
- The contractor shall insure that when all apparatus is not in use, it will be made unusable or be supervised to prevent use by inmates for escape.
- The contractor shall supply, to the agency, a copy of all material safety data sheets for all products used in the process of construction, construction materials, and products brought onto the premises.
- Vendors shall provide a detailed list of tools brought into the institution including length of hacksaws, drill bits, etc. Institutions shall conduct inventories of contractor tools upon entering the institution.

#### "Rules and Regulations of the Dept. of Correction Facility"

All persons employed or entering the Dept. of Correction facility shall read the following rules and regulations and extracts of the laws governing the introduction and control of contraband. Each employee or person shall sign this paper to assure that he/she understands the penalties imposed for violation of these rules and regulations.

#### **Restricted Areas**

All persons except Correctional personnel employees, upon entering the grounds are restricted to the immediate area of their work assignment. In order to go to other areas, written permission must be granted by the supervisory correctional official in charge. Only persons having official business will be admitted to construction sites.

#### **Inmates**

There may be times when inmates may be working adjacent to or in the same area as construction personnel. All persons are prohibited from accepting or giving anything to an inmate. Inmates are accountable to Correctional personnel only, no other person shall have any conversation or dealings with inmates without the approval of the Correction authorities.

Any persons entering upon the Correction grounds, shall remove the ignition keys and lock the vehicle when they leave it for any reason. A Correction Officer shall remain with the contractors' vehicle(s) while inside the compound. Vendors shall insure that equipment on trucks are secured while in the compound.

# STATE OF CONNECTICUT DEPARTMENT OF CORRECTION

### **SECURITY REGULATIONS (Page 2 of 2)**

Revised 10/20/10

#### Contraband

Clothing or contraband shall not be brought into or onto the Correction facility's grounds or left in a vehicle. Contraband is defined in subsequent paragraphs and all persons are subject to these Department of Correction Facility Rules and Regulations concerning contraband when on the Correction facility's grounds.

The introduction or attempt to introduce into or upon the grounds of the Correction facility or the taking or attempt to take or send therefrom anything whatsoever without the knowledge of the Facility supervisor is prohibited.

Contraband may be defined as any article, whatsoever which is unauthorized under the circumstances and may include letters, stamps, tools, weapons, papers, floor implements, writing materials, messages (written and verbal) instruments and the like. Any questions which may arise regarding such matters should be promptly discussed with the Facility supervisor.

Failure or negligence in complying with these regulations will result in immediate disciplinary action and/or removal from the site.

Cigarettes and Cell Phones are considered contraband in the institutions and shall NOT be brought into the institution.

#### State Laws Governing Contraband

Connecticut General Statutes, Chapter 952, Penal Code Offenses, Section 53a-174 to 53a-174b as stated:

Sec. 53a-174. Unauthorized conveyance of items into correctional or humane institution or to inmate: Class D felony. Unauthorized conveyance of letter into or from, or use of false name to enter, correctional institution: Class A misdemeanor. (a) Any person not authorized by law who conveys or passes, or causes to be conveyed or passed, into any correctional or humane institution or the grounds or buildings thereof, or to any inmate of such an institution who is outside the premises thereof and known to the person so conveying or passing or causing such conveying or passing to be such an inmate, any controlled drug, as defined in section 21a-240, any intoxicating liquors, any firearm, weapon, dangerous instrument or explosive of any kind, any United States currency, or any rope, ladder or other instrument or device for use in making, attempting or aiding an escape, shall be guilty of a class D felony. The unauthorized conveying, passing or possession of any rope or ladder or other instrument or device, adapted for use in making or aiding an escape, into any such institution or the grounds or buildings thereof, shall be presumptive evidence that it was so conveyed, passed or possessed for such use.

- (b) Any person not authorized by law who conveys into any such institution any letter or other missive which is intended for any person confined therein, or who conveys from within the enclosure to the outside of such institution any letter or other missive written or given by any person confined therein, shall be guilty of a class A misdemeanor.
- (c) Any person or visitor who enters or attempts to enter a correctional institution or facility by using a misleading or false name or title shall be guilty of a class A misdemeanor.
- **Sec. 53a-174a. Possession of weapon or dangerous instrument in correctional institution: Class B felony.** (a) A person is guilty of possession of a weapon or dangerous instrument in a correctional institution when, being an inmate of such institution, he knowingly makes, conveys from place to place or has in his possession or under his control any firearm, weapon, dangerous instrument, explosive, or any other substance or thing designed to kill, injure or disable.
  - (b) Possession of a weapon or dangerous instrument in a correctional institution is a class B felony.

**Sec. 53a-174b.** Conveyance or use of electronic wireless communication device in correctional institution. Any person not authorized by the Commissioner of Correction or the commissioner's designee who (1) conveys or possesses with intent to convey an electronic wireless communication device to any inmate of a correctional institution while such inmate is in such institution, or (2) uses an electronic wireless communication device to take a photographic or digital image in a correctional institution, shall be guilty of a class A misdemeanor.

Signed:	Date:
8	

### BIDDER QUALIFICATIONS

SP-14 new 11/97

# STATE OF CONNECTICUT

BIDDER'S STATEMENT OF QUALIFICATIONS

090310B

**Bid Number:** 

Page 1 of 2

THIS FORM WILL BE USED IN ASSESSING A BIDDER'S QUALIFICATIONS AND TO DETERMINE IF THE BID SUBMITTED IS FROM A RESPONSIBLE BIDDER. STATE LAW DESIGNATES THAT CONTRACTS BE AWARDED TO THE LOWEST RESPONSIBLE QUALIFIED BIDDER. FACTORS SUCH AS PAST PERFORMANCE, INTEGRITY OF THE BIDDER, CONFORMITY TO THE SPECIFICATIONS, ETC. WILL BE USED IN EVALUATING BIDS. ATTACH ADDITIONAL SHEETS IF NECESSARY

ER OF YEARS COMPANY HAS BEE	EN ENGAGED IN BUSINESS UN	DER THIS NAME:	YEARS
RMED SERVICE AGAINS	T. INDICATE WHICH STAT	E AGENCY, AND PRO	VIDE CONTRACT NAME AND
CONTRACT NAME	STATE AGENCY	Purchasing Age	<u>TEL. No.</u>
, AND PROVIDE CONTRACT NAM THE CONTRACT.	ME AND NUMBER, AND THE N	AME AND TELEPHONE	NUMBER OF THE PURCHASING
CONTRACT NAME	STATE AGENCY	PURCHASING AGE	ENT TEL. NO.
UR COMPANY GOES BY:			
IY NAME (S)			
		ATION FOR BIDS	WHICH DEMONSTRATES YOUR
npany Name and Address	<u>Telep</u>	hone No.:	Dollar Value:
	WARDS TO YOUR COMPANY BY RMED SERVICE AGAINS IE AND TELEPHONE NUMBER OF  CONTRACT NAME  WARDS TO YOUR COMPANY BY AND PROVIDE CONTRACT NAM THE CONTRACT.  CONTRACT NAME  UR COMPANY GOES BY:  TY NAME (S)  COMPLETED PROJECTS SIMILAR PERFORM THE REQUIRED SERVI	WARDS TO YOUR COMPANY BY THE STATE OF CONNECTICU  RMED SERVICE AGAINST. INDICATE WHICH STATE IE AND TELEPHONE NUMBER OF THE PURCHASING AGENT ADD  CONTRACT NAME  STATE AGENCY  WARDS TO YOUR COMPANY BY THE STATE OF CONNECTICE, AND PROVIDE CONTRACT NAME AND NUMBER, AND THE NITHE CONTRACT.  CONTRACT NAME  STATE AGENCY  WRITE COMPANY GOES BY:  YER COMPANY GOES BY:  YER COMPLETED PROJECTS SIMILAR IN NATURE TO THIS INVITE PERFORM THE REQUIRED SERVICES.	WARDS TO YOUR COMPANY BY THE STATE OF CONNECTICUT WITHIN THE LAST, AND PROVIDE CONTRACT NAME AND NUMBER, AND THE NAME AND TELEPHONE THE CONTRACT.  CONTRACT NAME  STATE AGENCY  PURCHASING AGE  TY NAME (S)  COMPLETED PROJECTS SIMILAR IN NATURE TO THIS INVITATION FOR BIDS OF PERFORM THE REQUIRED SERVICES.

# **BIDDER QUALIFICATIONS** SP-14 new 11/97

Page 2 of 2

# STATE OF CONNECTICUT

**BIDDER'S STATEMENT OF QUALIFICATIONS** 

Bid Number: **090310B** 

COMPANY NAME:			
SIZE OF COMPANY OR CORPORATION:	Number of Employees:	FULL TIME	PART TIME
	COMPANY VALUE:	EQUIPMENT ASSETS	TOTAL ASSETS
IS YOUR COMPANY I	REGISTERED WITH THE OFFIC	E OF THE CONNECTICUT S	SECRETARY OF STATE? YES NO
	REGISTRATION D	OATE, IF AVAILABLE:	
	LD YOUR COMPANY PROVIDE NECTICUT SECRETARY OF ST		ERTIFICATE  YES NO
LIST OF EQUIPM	ENT TO BE USED FOR TH	IIS SERVICE (INCLUDE	Model, Year & Manufacturer):
	MODEL	YEAR	MANUFACTURER
		(A44-1) - 11441-1-14	:f
Logical		(Attach additional sheets	
LIST ANY RELEVAN	T CERTIFICATIONS, LICENSE	S, REGISTRATIONS, ETC. V OF THIS BID	HICH QUALIFY YOUR COMPANY TO MEET THE REQUIREMENTS.
		(Attach additional sheets	if necessary)
REGARDING YOUR FEDERAL COURT. I	COMPANY OR CORPORATION NCLUDE A LISTING OF OSHA HE DEPARTMENT OF CONSU	I. THIS WOULD INCLUD A VIOLATIONS AND ANY . MER PROTECTION, THE I	E STATE OR DETERMINATIONS THAT THE STATE HAS MADE E COURT JUDGEMENTS AND SUITS PENDING BY A STATE OR ACTIONS OR ORDERS PENDING OR RESOLVED WITH ANY STATE DEPARTMENT OF ENVIRONMENTAL PROTECTION, ETC. DETAIL IS SHOULD BE FOR THE LAST THREE (3) YEARS.
I HEREBY CERTII	FY THAT ALL THE INFOR	MATION SUPPLIED IS	COMPLETE AND TRUE.
	SIGNATURE		DATE
	TITLE		<u> </u>

**OSHA COMPLIANCE** SP-12 NEW 11/97

My Commission Expires:

# STATE OF CONNECTICUT

Bid Number: **090310B** 

# Certificate of Compliance with Connecticut General Statute Section 31 - 57b

I hereby certify that all of the statements herein contained below have been examined by me, and to the best of my knowledge and belief are true and correct. HAS / HAS NOT Company Name (Cross out Non-applicable) been cited for three (3) or more willful or serious or serious violations of any Occupational Safety and Health Act (OSHA) or of any standard, order or regulation promulgated pursuant to such act, during the three year period preceding the bid, provided such violations were cited in accordance with the provisions of any State Occupational Safety and Health Act of 1970, and not abated within the time fixed by the citation and such citation has not been set aside following appeal to the appropriate agency of court having jurisdiction or HAS / HAS NOT (Cross out Non-applicable) received one or more criminal convictions related to the injury or death of any employee in the three-year period preceding the bid. The list of violations (if applicable) is attached. (Name of Firm, Organization or Corporation) Signed: Written Signature: Name Typed: (Corporation Seal) Title: (Title of Above Person, typed) Dated: State of County of A.D., 20 ss: Sworn to and personally appeared before me for the above, \_\_\_\_ (Name of Firm, Organization, Corporation) Signer and Sealer of the foregoing instrument of and acknowledged the same to be the free act and deed of \_\_\_\_\_, and his/her free act and deed as (Name of Person appearing in front of Notary or Clerk) (Title of Person appearing in front of Notary or Clerk)

(Notary Public)

(Seal)

Page 1 of 4

# STATE OF CONNECTICUT

COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES (CHRO) CHRO-4 **Bid Number:** 

090310B

#### CONTRACT COMPLIANCE REGULATIONS NOTIFICATION TO BIDDERS

The contract to be awarded is subject to contract compliance requirements mandated by Sections 4a-60 and 4a-60a of the CONN. GEN. STAT.; and, when the awarding agency is the State, Sections 46a-71(d) and 46a-81i(d) of the CONN. GEN. STAT. There are Contract Compliance Regulations codified at Section 46a-68j-21 through 43 of the Regulations of Connecticut State Agencies which establish a procedure for the awarding of all contracts covered by Sections 4a-60 and 46a-71(d) of the CONN. GEN. STAT.

According to Section 46a-68j-30(9) of the Contract Compliance Regulations, every agency awarding a contract subject to the Contract Compliance Requirements has an obligation to "aggressively solicit the participation of legitimate minority business enterprises as bidders, contractors, subcontractors, and suppliers of materials." "Minority business enterprise" is defined in Section 4a-60 of the CONN. GEN. STAT. as a business wherein fifty-one percent or more of the capital stock, or assets belong to a person or persons: "(1) Who are active in daily affairs of the enterprise; (2) who have the power to direct the management and policies of the enterprise; and (3) who are members of a minority, as such term is defined in subsection (a) of section 32-9n." Minority groups are defined in section 32-9n of the CONN. GEN. STAT. as "(1) Black Americans... (2) Hispanic Americans... (3) persons who have origins in the Iberian Peninsula... (4) Women... (5) Asian Pacific American and Pacific Islanders; (6) American Indians..." A business owned by an individual(s) with a physical disability is also a minority business enterprise as provided by Section 32-9e of the CONN. GEN. STAT. The above definitions apply to the contract compliance requirements by virtue of Section 46a-68j-21(11) of the Contract Compliance

The awarding agency will consider the following factors when reviewing the bidder's qualifications under the contract compliance requirements:

- (A) the bidder's success in implementing an affirmative action plan;
- (B) the bidder's success in developing an apprenticeship program complying with Sections 46a-68-1 to 46a-68-17 inclusive, of the Regulations of Connecticut State Agencies;
- (C) the bidder's promise to develop and implement a successful affirmative action plan;
- (D) the bidder's submission of EEO-1 data indicating that the composition of its workforce is at or near parity when compared to the racial and gender composition of the workforce in the relevant labor market area; and,
- (E) the bidder's promise to set aside a portion of the contract for legitimate minority business enterprises. See Section 46a-68j-30(10)(E) of the Contract Compliance Regulations.

#### INSTRUCTIONS AND OTHER INFORMATION

# The following two (2) sided <u>BIDDER CONTRACT COMPLIANCE MONITORING REPORT</u> must be completed in full, signed, and submitted with the bid for this contract.

The contract awarding agency and the Commission on Human Rights and Opportunities will use the information contained thereon to determine the bidder's compliance to Sections 4a-60 and 4a-60a CONN. GEN. STAT., and Sections 46a-68j-23 of the Regulations of Connecticut State Agencies regarding equal employment opportunity, and the bidder's "good faith efforts" to include minority business enterprises as subcontractors and suppliers for the work of the contract.

#### 1) Definition of Small Contractor

Section 32-9e CONN. GEN. STAT. defines a small contractor as a company that has been doing business under the same management and control and has maintained its principal place of business in Connecticut for a one year period immediately prior to its application for certification under this section, had gross revenues not exceeding ten million dollars in the most recently completed fiscal year, and at least fifty-one percent of the ownership of which is held by a person or persons who are active in the daily affairs of the company, and have the power to direct the management and policies of the company, except that a non-profit corporation shall be construed to be a small contractor if such nonprofit corporation meets the requirements of subparagraphs (A) and (B) of subdivision 32-9e CONN. GEN. STAT.

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# STATE OF CONNECTICUT

COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES (CHRO) CHRO-4 **Bid Number:** 

090310B

#### 2) Description of Job Categories (as used in Part IV Bidder Employment Information)

Officials, Managers and Supervisors - Occupations requiring administrative personnel who set broad policies, exercise over-all responsibility for execution of these policies, and direct individual departments or special phases of a firm's operations. Includes officials, executives, middle management, plant managers, department managers, and superintendents, salaried forepersons who are members of management, purchasing agents and buyers, and kindred workers.

<u>Professionals</u> - Occupations requiring either college graduation or experience of such kind and amount as to provide a comparable background. Includes: accountants and auditors, airplane pilots and navigators, architects, artists, chemists, designers, dietitians, editors, engineers, lawyers, librarians, mathematicians, natural scientists, personnel and labor relations workers, physical scientists, physicians, social scientists, teachers, kindred workers.

<u>Technicians</u> - Occupations requiring a combination of basic scientific knowledge and manual skill which can be obtained through about 2 years of post high school education, such as is offered in technical institutes and junior colleges, or through equivalent on-the-job training. Includes: draftspersons, engineering aides, junior engineers, mathematical aides, nurses, photographers, radio operators, scientific assistants, surveyors, technical illustrators, technicians (medical, dental, electronic, physical sciences), and kindred workers.

<u>Sales Workers</u> - Occupations engaging wholly or primarily in direct selling. Includes: advertising agents and sales persons, insurance agents and brokers, real estate agents and brokers, stock and bond salespersons, demonstrators, sales people and sales clerks, and kindred workers.

Office and Clerical Workers - Includes all clerical type work regardless of level of difficulty, where the activities are predominantly non-manual though some manual work not directly involved with altering or transporting the products is included. Includes: bookkeepers, cashiers, collectors (bills and accounts), messengers and office workers, office machine and computer operators, shipping and receiving clerks, stenographers, typists and secretaries, telegraph and telephone operators, and kindred workers.

Skilled Workers - Manual workers of relatively high skill level having a thorough and comprehensive knowledge of the processes in their work. They exercise considerable independent judgment and usually receive an extensive period of training. Includes: building trades hourly paid forepersons and leadpersons who are not members of management, mechanics and repair people, skilled machining occupations, compositors and typesetters, electricians, engravers, job setters (metal), motion picture projectionists, pattern and model makers, stationary engineers, tailors, and kindred workers.

<u>Semi-Skilled Workers</u> - Workers who operate machine or processing equipment or perform other factory type duties of intermediate skill level which can be mastered in a few weeks and require only limited training.

<u>Unskilled Workers</u> - Workers in manual occupations which generally require no special training. Perform elementary duties that may be learned in a few days and require application of little or no independent judgment. Includes: garage laborers, car washers and greasers, gardeners (except farm) and grounds keepers, longshore persons and stevedores, wood cutters and choppers, laborers performing lifting, digging, mixing, loading, and pulling operations, and kindred workers.

<u>Service Workers</u> - Workers in both protective and non-protective service occupations. Includes: attendants (hospital and other institution, professional, and personal service), barbers, cleaning workers, cooks (except house-hold), counter and fountain workers, fire fighters, police officers and detectives, security workers and doorkeepers, stewards, janitors, porters, food servers and kindred workers.

<u>Apprentices</u> - Persons employed in a program including work training and related instruction to learn a trade or craft which is traditionally considered an apprenticeship, regardless of whether the program is registered with a state or federal agency.

<u>Trainees</u> - Persons engaged in a formal training for craft worker when not trained under an apprenticeship program. Includes: operatives, laborer and service occupations. Also includes persons engaged in formal training for official, managerial, professional, technical, sales, office, and clerical occupations.

### 3) Definition of Racial and Ethnic Terms (as used in Part IV Bidder Employment Information)

<u>White</u> (not of Hispanic Origin) - All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.

 $\underline{Black}$  (not of Hispanic Origin) - All persons having origins in any of the Black racial groups of Africa.

<u>Hispanic</u> All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

<u>Asian or Pacific Islander</u> All persons having origins in any of the original peoples of the Far East, Southeast Asia, Indian subcontinent or Pacific Islands. Includes China, India, Japan, Korea, Philippine Islands, & Samoa.

<u>American Indian or Alaskan Native</u> All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

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# STATE OF CONNECTICUT

COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES (CHRO) CHRO-4 **Bid Number:** 

090310B

### BIDDER CONTRACT COMPLIANCE MONITORING REPORT

#### **PART I - Bidder Information**

Company Name	Bidder Federal Employer
Street Address	Identification Number (FEIN)
City & State	or
Chief Executive	Social Security Number (SSN)
Major Business Activity	Bidder Identification
(brief description)	(response optional/definitions on page 1)
( , , , , , , , , , , , , , , , , , , ,	-Is bidder a small contractor?
Bidder Parent Company (if any)	-Is bidder a minority business enterprise?
Ziddol I alone Company (ii any)	If Yes, check ownership category
	☐ Black ☐ Hispanic ☐ Asian American
Other Locations in CT (if any)	American Indian/Alaskan Native   Iberian Peninsula
other Escations in CT (if any)	☐ Individual(s) with a Physical Disability ☐ Female
	-Is bidder certified as above by the State of CT (DAS)? Yes No
	is blader collined as above by the state of C1 (B115).
DADT II Diddon Non Discovinging tion Delicies & Due	
PART II - Bidder Non-Discrimination Policies & Pro	oceaures
1. Does your company have a written Equal Employment Opportunity	7. Do all of your company contracts and purchase orders contain non-
statement posted on company bulletin boards?	discrimination statements as required by Sections 4a-60 & 4a-60a of
	the Conn. Gen. Stat.? Yes No
2. Does your company have a written sexual harassment in the	8. Do you, upon request, provide reasonable accommodation to
workplace policy posted on company bulletin boards?	employees or applicants for employment who have physical or
☐ Yes ☐ No	mental disability?
3. Do you notify all recruitment sources in writing of your company	9. Does your company have a mandatory retirement age for all
non-discrimination employment policy?	employees? Yes No
4. Do your company advertisements contain a written statement that	10. If your company has 50 or more employees, have you provided at
you are an Equal Opportunity Employer?	least two (2) hours of sexual harassment training to all of your
	supervisors?
5. Do you notify the CT State Employment Service of all employment	11. If your company has apprenticeship programs, do they meet the equal
openings with your company?	opportunity requirements of the apprenticeship standards of the CT
	Dept. of Labor? Yes No NA
6. Does your company have a collective bargaining agreement with	12. Does your company have a written affirmative action plan?
workers?	☐ Yes ☐ No
6a. If yes, do the collective bargaining agreements contain non-	13. Is there a person in your company who is responsible for Equal
discrimination clauses covering all workers Yes No	Employment Opportunity?  Yes No
6b. Have you notified each union, in writing, of your commitments	If yes, provide name and phone number.
under the non-discrimination requirements of contracts with the	
State of CT? Yes No	
PART III - Bidder Subcontracting Practices	
Till III bladel baseoni acomg i lacolees	
1. Will the work of this contract include subcontractors or suppliers?	Ves No
1a. If yes, list all the subcontractors and suppliers and report if they are	
page 1). Attach additional sheets if necessary.	a small contractor and/or a minority business enterprise (as defined on
page 1). Tituen additional sheets if necessary.	
1b. Will the work of this contract require additional subcontractors or s	uppliers other than those identified in 1a. above? Yes No
10. 11 III the work of this contract require additional subcontractors of s	appriers outer than those identified in 1a. above: 11cs 110

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STATE OF CONNECTICUT

COMMISSION ON

HUMAN RIGHTS AND OPPORTUNITIES (CHRO) CHRO-4 **Bid Number:** 

090310B

#### **PART IV - Bidder Employment Information**

JOB CATEGORY	OVERALL TOTALS	(NOT OF	IITE HISPANIC GIN)	(NOT OF	ACK HISPANIC GIN)	HISPANIC		ASIAN / PACIFIC ISLANDER		AMERICAN INDIAN OR ALASKAN NATIVE	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Officials/Managers											
Professionals											
Technicians											
Sales Workers											
Office/Clerical											
Craft Workers (Skilled)											
Laborers (Unskilled)											
Service Workers											
TOTALS ABOVE											
Total One Year Ago											
FORMAL ON-THE-JOB TRAINEES (ENTER FIGURES FOR THE SAME CATEGORIES AS ARE SHOWN ABOVE)											
Apprentices											
Trainees											
According to the above employment report, is the composition of your workforce at or near parity when compared with the racial and gender composition of the workforce in the relevant labor market area? Yes No											

#### **PART V - Bidder Hiring and Recruitment Practices**

1. Which of the following recruitment sources are used by you? (Check yes or no, and report percentage used)  2. Check (✓) any of the requirements listed below that you use as a hiring qualification.  3. Describe below any oft that you take which show promote employees without that you take which show promote employees without the promote employees without the promote employees.	v that you hire, train, and
% of applicants provided by	
SOURCE YES NO source (✓)	
State Employment Service Work Experience	
Private Employment Ability to Speak or	
Agencies Write English	
Schools and Colleges Written Tests	
Newspaper Advertisement High School Diploma	
Walk Ins College Degree	
Present Employees Union Membership	
Minority/Community Personal	
Organizations Recommendation	
Labor Organizations Height or Weight	
Others (please identify)  Car Ownership	
Arrest Record	
Wage Garnishment	11 DYDDED GOVERN I GE

**Certification** (Read this form and check your statements on it CAREFULLY before signing). I certify that the statements made by me on this BIDDER CONTRACT COMPLIANCE MONITORING REPORT are complete and true to the best of my knowledge and belief, and are made in good faith. I understand that if I knowingly make any misstatement of facts, I am subject to be declared in non-compliance with Section 4a-60, 4a-60a, and related sections of the CONN. GEN. STAT.

Signature	Title	Date Signed	Telephone

#### FORM A

**Bid Number:** 090310B



Written representation that complies with the nondiscrimination agreements and warranties under Connecticut General Statutes §§ 4a-60(a)(1) and 4a-60a(a)(1), as amended

#### **INSTRUCTIONS:**

For use by an individual who is not an entity (corporation, limited liability company, or partnership) when

entering into any contract ty awarding State agency prior	•	cticut, regardless of contract value. Submit to the			
REPRESENTATION OF AN INDIVIDUAL:					
T.	. of				
Signatory	, ,	Business Address			
represent that I will comply	with the nondiscrimination	agreements and warranties of Connecticut General			
Statutes §§ 4a-60(a)(1)and	4a-60a(a)(1), as amended				
Authorized Signa	atory	Date			
Drinted Name					
Printed Name					

#### FORM B

Bid Number: **090310B** 



Written representation that complies with the nondiscrimination agreements and warranties under Connecticut General Statutes §§ 4a-60(a)(1) and 4a-60a(a)(1), as amended

#### **INSTRUCTIONS:**

For use by an <u>entity</u> (corporation, limited liability company, or partnership) when entering into any contract type with the State of Connecticut valued at less than \$50,000 for each year of the contract. Complete all sections of the form. Submit to the awarding State agency prior to contract execution.

I,, _		, of	
I,,,,,,	Title		Name of Entity
an entity duly formed and existing und	er the laws of _		
		Name of Sta	te or Commonwealth
represent that I am authorized to exec	ute and deliver t	his representation	on on behalf of
Name of Entity	and that		
Name of Entity		Name of Ent	ity
has a policy in place that complies with	the nondiscrimi	nation agreeme	nts and warranties of Connecticut
General Statutes §§ 4a-60(a)(1) and 4	a-60a(a)(1), as	amended.	
Authorized Signatory			Date
Printed Name			

### **DEPARTMENT OF CORRECTION**

PURCHASING DEPARTMENT 24 Wolcott Hill Road Wethersfield, CT 06109

## PROPOSAL SCHEDULE

BID NO.	DELIVERY:	TERMS	CASH DISCOUNT:	
090310B		Net 45	%	
			Days	
BIDDER NAME:		SSN OR FEIN #:		
BIDDER ADDRESS:		TELEPHONE/EXT NO:	FAX NO:	
Payment terms are <b>Net 45 days.</b> Any deviation may result in bid rejection. Bid prices shall include all transportation charges FOB state				

Payment terms are **Net 45 days.** Any deviation may result in bid rejection. Bid prices shall include all transportation charges FOB state agency.

ISSUED BY: ATTENTION:				BID NO:			
	Department of Correction Michael McGuinness			uinness	090310B		
ADDRESS:  24 Wolcott Hill Road, Wethersfield, CT 06109  SHIP PREPAID TO (ABOVE AGENCY AT ADDRESS SHOWN UNLESS OTHER ADDRESS IS ENTERED HERE)			DATE ISSUED: 11/16/2010				
	SHIP PREPAID TO (ABOVE AGENCY AT ADDRESS SHOWN UNLESS OTHER ADDRESS IS ENTERED HERE) New Haven Correctional Center, 245 Whalley Ave, New Haven, CT 06511			DATE AND TIME BID REQUIRED 12/06/2010 2:00 p.m.			
SIGNED FO	OR AGENCY:	TITLE: Fiscal Adm Officer	,	TELEPHONE: 860-692-7851		DATE MATERIAL REQUIRED: See Below	
Item	Description of	f Commodity and/or Service	!	Qty	Unit	Unit Price	Total Price
1.	Supply and install twelve (12) toilet partitions in four (4) bathrooms in the NHCC dormitories.		ons	1	JOB		
All mounting points will be into a continuous stainless steel channel divider. Material will be solid composite plastic. All fasteners will be pin Torx style. Hinges will be a continuous stainless steel type. Wall brackets and shoes will be stainless steel. Doors and dividers will be mounted 12" off floor, 30" high with a top panel/door height of 42". The two inner floor to ceiling panels will have an 18" gusset extending into stall, anchored to panel and ceiling again with a continuous channel to increase stability.		vill vill lous oes will op loor					
MANDATORY SITE VISIT: Tuesday, NOV. 30, 2010 10:00 AM at New Haven CC.							
		on site visit please conta at 203-806-2666.	act				
	New Haven CC 9/3	3/10				TOTAL:	\$

DATE SUBMITTED:	PURCHASE ORDER ADDRESS (If different from bidders address above)		
AUTHORIZED SIGNATURE	PRINTED NAME:	TITLE:	